

COMMITTEE ON PUBLIC WORKS AND PURCHASING
(Standing Committee of Berkeley County Council)

Chairman: Mr. Caldwell Pinckney, Jr., District No. 7

A meeting of the **COMMITTEE ON PUBLIC WORKS AND PURCHASING**, Standing Committee of Berkeley County Council, was held on **Monday, May 10, 2004**, in the Assembly Room of the Berkeley County Office Building, 223 North Live Oak Drive, Moncks Corner, South Carolina, at 7:20 p.m.

PRESENT: Mr. Caldwell Pinckney, Jr., Council Member District No. 7, Chairman; Mrs. Judith K. Spooner, Council Member District No. 2; Mr. William E. Crosby, Council Member District No. 3; Mr. Charles E. Davis, Council Member District No. 4; Mr. Dennis L. Fish, Council Member District No. 5; Mrs. Judy C. Mims, Council Member District No. 6; Mr. Steve C. Davis, Council Member District No. 8; Mr. James H. Rozier, Jr., Supervisor, ex officio; Mr. D. Mark Stokes, County Attorney; and Ms. Barbara B. Austin, Clerk of County Council. Mr. Milton Farley, Council Member District No. 1, was excused from this meeting.

In accordance with the Freedom of Information Act, the electronic and print media were duly notified.

During periods of discussion and/or presentations, minutes are typically condensed and paraphrased.

Chairman Pinckney called the meeting to order and asked for approval of minutes from the Committee on Public Works and Purchasing Meeting held April 12, 2004.

APPROVAL OF MINUTES

It was moved by Council Member Steve Davis and seconded by Council Member Charles Davis to approve the minutes as presented. The motion was passed by unanimous voice vote of the Committee.

Ms. Pam Powell, Director Administrative Services, Re: Sole Source Purchase of addition to County-wide imaging equipment for Records Retention Department.

Ms. Pam Powell stated her request for the sole source purchase of a Cannon combination microfilmer/scanner from Palmetto Microfilming. This new component would be compatible with the imaging system presently used by the County and maintained by Palmetto. Funds totaling \$30,000 were appropriated in the Administrative Services budget for this purchase.

It was moved by Council Member Steve Davis and seconded by Council Member Spooner to approve Administrative Services' sole source purchase of a Cannon

microfilmer/scanner from Palmetto Microfilming. The motion was passed by unanimous voice vote of the Committee.

B. Frank Carson, PE, County Engineer & Public Works Director, Re: Additional funds for Department.

Mr. Frank Carson stated there was a current budget shortfall in the Maintenance Garage line item for gasoline and oil. Funds had already been transferred from the department's operating budget, but an additional \$1,000 would be needed to address the remaining shortfall.

It was moved by Council Member Crosby and seconded by Council Member Spooner to approve Mr. Carson's request to transfer a total of \$1,000 from Contingency to Maintenance Garage – Gasoline & Oil (43101-5202). This motion was passed by unanimous voice vote of the Committee.

C. John F. Hamer, CPPB, Director of Procurement, Re: Bids and Recommendations: 1) Tree Clearing – Berkeley County Airport.

The Committee agreed that Agenda Item C would be held in Committee.

D. Cheryl Lyons, Berkeley County Water & Sanitation Authority (BCWSA) Purchasing Director, Re: Bids and Recommendations:

1. Sole Source Purchase of three roll-off trucks.

Ms. Cheryl Lyons stated her request for the sole source purchase of three roll-off trucks and designated Mack Trucks as BCWSA's standard for heavy vehicles.

It was moved by Council Member Spooner and seconded by Council Member Steve Davis to approve BCWSA's sole source purchase of three roll-off trucks and designated Mack Trucks as the BCWSA's standard for heavy vehicles. The motion was passed by unanimous voice vote of the Committee.

With no objection from the Committee, Ms. Lyons addressed a second request not listed on the agenda.

Ms. Lyons stated the landfill was in desperate need of the three roll-off trucks and requested approval to begin the bid process for them, in order to secure a purchase order by July 1st. Award of the contract would not take place until after the 2004/2005 budget was approved, as funds for the purchase were proposed in that year's budget. If funds for the roll-off trucks were not approved in that budget, all bids would be rejected. The roll-off trucks presently being used are of high mileage, ranging from 134,000 – 187,000 miles.

It was moved by Council Member Steve Davis and seconded by Council Member Charles Davis to approve the BCWSA's bid process to secure a purchase order for the acquisition of three roll-off trucks. The motion was passed by unanimous voice vote of the Committee.

2. Recommendation from Sangaree Special Tax District – Commercial Solid Waste Disposal for Sangaree Special Tax District.

Ms. Lyons stated that on April 8th, bids were accepted for the Sangaree Special Tax District commercial solid waste pick-up. Recommendation was to award the bid to Fennel Container in the amount of \$3,707.50 per month.

It was moved by Council Member Steve Davis and seconded by Council Member Charles Davis to approve the bid of Fennel Container in the amount of \$3,707.50 per month for the Sangaree Special Tax District commercial solid waste pick-up/disposal. This motion was passed by unanimous voice vote of the Committee.

3. Okatee Truck

The Committee had no objection to Ms. Lyons' request for Agenda Item 3 to be held in Committee until next month.

4. RFP: Shulerville/Honey Hill Construction Management & Observation.

Ms. Lyons stated this item was for Phase 2 of the Shulerville/Honey Hill water extension. Proposals for construction and management services were accepted, and the recommendation was to accept the proposal of ERC, in the amount of \$35,625, to provide those services.

It was moved by Council Member Steve Davis and seconded by Council Member Charles Davis to accept the proposal of ERC, totaling \$35,625, to provide construction and management services for Phase 2 of the Shulerville/Honey Hill water extension. The motion was passed by unanimous voice vote of the Committee.

It was moved by Council Member Spooner and seconded by Council Member Crosby to adjourn the Committee on Public Works and Purchasing. This motion was passed by unanimous voice vote of the Committee.

Meeting adjourned at 7:27 p.m.

June 14, 2004
Date Approved

**COMMITTEE ON PUBLIC WORKS AND PURCHASING
(Standing Committee of Berkeley County Council)**

Chairman: Mr. Caldwell Pinckney, Jr., District No. 7

Members: Mr. Milton Farley, District No. 1
Mrs. Judith K. Spooner, District No. 2
Mr. William E. Crosby, District No. 3
Mr. Charles E. Davis, District No. 4
Mr. Dennis Fish, District No. 5
Mrs. Judy Mims, District No. 6
Mr. Steve C. Davis, District No. 8
Mr. James H. Rozier, Jr., Supervisor, ex officio

A meeting of the **COMMITTEE ON PUBLIC WORKS AND PURCHASING**, Standing Committee of Berkeley County Council, will be held on **Monday May 10, 2004**, in the Assembly Room, 223 N. Live Oak Drive, Moncks Corner, S. C., following the meeting of the Committee on Planning and Development, the Committee on Justice and Public Safety, the Committee on Human Services and the Committee on Community Services at **6:00 p.m.**

AGENDA

APPROVAL OF MINUTES

April 12, 2004

A. Ms. Pam Powell, Director Administrative Services, Re: Sole Source Purchase of addition to County wide imaging equipment for Records Retention Department.

B. Frank Carson, PE, County Engineer & Public Works Director, Re: Additional funds for Department.

C. John F. Hamer, CPPB, Director of Procurement, Re: Bids and Recommendations:

1. Tree Clearing – Berkeley County Airport.

D. Cheryl Lyons, Berkeley County Water and Sanitation Authority Purchasing Director, Re: Bids and Recommendations:

1. Sole Source Purchase of three roll-off trucks.

2. Recommendation from Sangaree Special Tax District – Commercial Solid Waste Disposal for Sangaree Special Tax District.

3. Okatee Trunk.

4. RFP: Shulerville/Honey Hill Construction Management & Observation.

May 5, 2004
S/Barbara B. Austin
Clerk of County Council